

Use of Force

.01 AUTHORITY

[Wisconsin Administrative Code DOC 328.18](#)

...

.05 PROCEDURE

Non-deadly force may be used to apprehend an offender or take an offender into custody only in the following manner:

1. Staff has exhausted all efforts to persuade the offender to voluntarily be taken into the custody of field staff prior to using force;
2. If the offender refuses, staff may exercise minimal physical force necessary to apprehend the offender. Minimal force should be exercised in the following way:
 1. If possible, staff should not attempt to physically handle the offender until sufficient staff are present to evidence a show of force;
 2. The offender should again be asked to voluntarily be taken into custody;
 3. If the offender refuses and the decision is made to proceed with the custody, staff may attempt to stabilize the offender using techniques trained in POSC; and
 4. The offender will then be handcuffed behind his or her back, or restrained by other appropriate methods.
5. Once staff place a singular restraint on a wrist of a client, the restraints should remain on and the custody should be completed. The restraints are only to be removed after the client is transported to the County Jail, Law Enforcement Agency, Correctional Facility, etc. or in the event of a medical emergency.

.06 REPORTING REQUIREMENTS

If force is used, the agent and ~~or~~ all other involved staff including staff that witnessed the incident shall prepare a Wisconsin Integrated Corrections System (WICS) Incident Report. ~~and~~ One staff person involved in the event shall complete Section A of the DCC Use of Force Report ([DOC-1960B](#)) form within 1 working day of incident and forward it to the Field Supervisor.

ECRM > DCC > Supervision > Use of Force

The Field Supervisor will review and complete the WICS Incident Report and complete Section B of the DCC Use of Force Report ([DOC-1960B](#)) and forward to the Regional Chief/Designee within three working days of incident.

The Regional Chief/designee will review and complete the WICS Incident Report and complete Section C of the Use of Force Report ([DOC-1960B](#)) and forward to the POSC Staff Development Specialist/Use of Force Committee within 5 working days of receipt.

The POSC Staff Development Specialist/Use of Force Committee will review the WICS Incident Report and complete Section D of the Use of Force Report ([DOC-1960B](#)) within 10 working days of receipt and forward to the Administrator/designee and the Regional Chief/designee.

The Administrator/designee shall review the completed reports and take appropriate action, if necessary, and advise the Regional Chief/designee on any and all recommendations submitted by the POSC Staff Development Specialist/Use of Force Committee.

After apprehension, the ~~offender~~ client and staff should be checked for injury and treated by a physician if necessary. If injury resulted, a WICS Incident Report will be completed detailing the cause and extent of the injury and the treatment provided. In addition to a completed WICS Incident Report, any assaultive behavior or threats made against DOC staff shall also be documented in the Cautionary Information Section in COMPAS.